



LEDBURY TOWN COUNCIL

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5 August 2022

TO: Councillors Chowns, Howells, Morris & Shields (Chair)

Dear Member

You are invited to attend a meeting of the **Climate Change Working Party on Wednesday, 10 August 2022 at 6.00pm at Ledbury Town Council Offices, Church Lane, Ledbury**, for the purpose of transacting the business set out below.

Yours faithfully

Angela Price

A G E N D A

FILMING AND RECORDING OF COUNCIL MEETINGS

Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998.

1 Apologies for absence

2 Declarations of Interest

To receive declarations of interest and written requests for dispensations
(Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Ledbury Town Council's Code of Conduct for Members and by the Localism Act 2011)

(Note: Members seeking advice on this item are asked to contact the Monitoring Office at least 72 hours prior to the meeting)

3 Terms of Reference

(Pages 204 - 205)

4 Election of non-council members to the Climate Change Working Party

5 To receive and note the minutes of the Climate Change Working Party held on 30 May 2022. (Pages 206 – 208)

6 Workshop to develop Climate Change Working Party Strategy

7 Date of Next Meetings

Members agree to hold the Climate Change Working Party on the following dates:

Wednesday, 5 October 2022 – 6.00pm

Wednesday, 7 December 2022 – 6.00pm

Wednesday, 8 February 2022 – 6.00pm

Wednesday, 5 April 2023 – 6.00pm

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TERMS OF REFERENCE

CLIMATE CHANGE WORKING PARTY

1. Membership

Members of the Working Party can be appointed at any time during the Municipal year and will consist of both Town Councillors, members of relevant local groups/organisations.

The Membership will be made up of Councillors, stakeholders, representatives of local community groups and other interested parties.

2. Chairman

A Chairman will be appointed annually, at the first meeting of the Working Party.

The Chairman will be the main point of contact for the Clerk.

The Clerk will ensure minutes are taken from the meeting ensuring the capture of any actions proposed. This report will be submitted to the next meeting of the Environment and Leisure Committee for consideration.

3. Powers

Working Parties cannot make decisions on behalf of the Town Council, and any recommendations made by this group will be subject to approval by the Environment and Leisure Committee, Finance, Policy and General Purposes Committee and/or Council. This group has no budgetary powers.

The Council's Standing Orders apply to all meetings of the Working Party.

4. Responsibilities and Areas of Operation

Internal to the Council

To work with existing Town Council Working Groups and Standing Committees, to ensure that recommendations are considered in respect of any associated climate and environmental impact and to ensure any associated climate and environment impacts and mitigation is considered.

To help build links with other organisations and Herefordshire Council in particular, to improve waste management, public transport and housing provision and any similar projects.

To help Ledbury Town Council to develop sustainability through its Corporate Plan.

To support the Council regarding the purchasing of goods and services to ensure environmental issues are taken into account, locally and sustainably.

External to the Council

To support the community in discussion around the setting of appropriate targets for carbon reduction policy local and in support of national targets.

The Working Party will keep the Council fully informed, providing reports to the Environment and Leisure Committee meetings and ensuring that copies of all relevant documentation are made available for inspection by Council members.

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**MINUTES OF A CLIMATE CHANGE WORKING PARTY MEETING HELD ON
30 MAY 2022**

PRESENT: Councillors Chowns and Morris, Amanda Lambourne, William Lambourne, Alan Pike, Dilys Merry, Nina Shields (Chair)

ALSO PRESENT: Julia Lawrence – Deputy Town Clerk

CC60 ELECTION OF CHAIR FOR 2022/23 MUNICIPAL YEAR

Nina Shields was elected as Chair for the 2022/23 municipal year.

CC61 APOLOGIES FOR ABSENCE

Apologies for absence were received from Al Braithwaite.

CC62 DECLARATIONS OF INTEREST

None received.

CC63 TERMS OF REFERENCE

The Terms of Reference were reviewed noting that in 3 sections, the Terms of Reference referred to "Amenities and Tourism Committee" when this should still read "Environment and Leisure Committee".

Nina Shields made reference to previous occasions when projects had been rejected without any explanation by the Environment and Leisure Committee and requested that in future, good feedback should be provided on proposals put forward.

Councillors Chowns, Chair to the Environment and Leisure Committee, apologised for proposals that had not been pursued but stated that he was unable to attend meetings on a Monday evening and therefore had no advocacy due to non-attendance.

Councillor Morris proposed that the Environment and Leisure Committee include the Climate Change Working Party as an agenda item at the next meeting on 7 July 2022 in order to establish its modus operandi, setting out its aims and objectives.

It was noted that whilst there will be occasions when suggestions are put forward, members of the Working Party needed to appreciate that not all

recommendations may get approved by the Environment and Leisure Committee.

RESOLVED:

- 1 That the Terms of Reference be agreed.
- 2 That an agenda item is to be placed on the next Environment and Leisure Committee meeting requesting discussion on the modus operandi of the Climate Change Working Party to include its aims and objectives.

CC64 TO RECEIVE AND NOTE THE MINUTES OF THE CLIMATE CHANGE WORKING PARTY HELD ON 7 FEBRUARY 2022

RESOLVED:

That the minutes of the Climate Change meeting held on 7 February 2022 be received and noted as a correct record.

CC65 CLIMATE CHANGE DECLARATION

Members of the Climate Change Working Party were asked to refresh themselves on the contents of the Climate Change Declaration noting that the Working Party are only able to put forward recommendations as it is for the Environment and Leisure Committee to agree and propose recommendations put forward.

CC66 ACTION SHEET

Nina Shields advised the Working Party that the original Action Plan was far too long and it was proposed that the abbreviated Action Plan be presented to the Environment and Leisure Committee for discussion and approval before proceeding with any of the suggestions put forward.

Nina Shields reminded members that once a project had been rejected, it cannot be revisited until a further six months had passed.

RESOLVED:

That the abbreviated Action Plan be presented at the next Environment and Leisure Committee for discussion and approval prior to commencement of any of the projects.

CC67 2022 PROJECTS

Review of plastic free policy for Ledbury Town Council - A copy of the Policy is attached. Members are asked to note the contents.

Members of the Working Party discussed other topics, including:

- 1 Planting trees – put forward suggestions as to where they could be planted
- 2 Homend Crescent mining bees.
- 3 Mixing wild flowers with cultivated flowers.
- 4 Promote nature conservation on a mini scale – identify areas around Town and bringing awareness to local residents.

Members noted that several litter picking parties were underway and doing litter picks but there appeared to be no communication between them. It was agreed that a register should be facilitated through the Environment and Leisure Committee and the Deputy Clerk asked members to channel all contacts details for the various groups in order that the register could be formed.

In summary, members appreciated that a mechanism needed to be established first to decide on priorities and/or what is feasible, agree on communications and then get acceptance from the Environment and Leisure Committee to proceed.

RESOLVED:

- 1 **That Members of the Climate Change Working Party present the proposed 2022 projects to the Environment and Leisure Committee for discussion and approval on 7 July 2022.**
- 2 **That Members of the Climate Change Working Party provide the Deputy Clerk with contact details for all litter pick groups so to establish a register.**

CC68 DATE OF NEXT MEETING

RESOLVED:

It was noted that the next meeting of the Climate Change Working Party is scheduled for Wednesday, 3 August 2022 at 6.00pm, at Ledbury Town Council offices.

The meeting ended at 7:30pm.

Signed Dated
(Chair)

